

**THE NORTH HAVEN BOARD OF EDUCATION
5 LINSLEY STREET
NORTH HAVEN, CONNECTICUT**

MINUTES

Date: April 11, 2013
7:00 p.m.

THIS MEETING WILL TAKE PLACE AT CENTRAL OFFICE, 5 LINSLEY STREET, NORTH HAVEN , CT 06473

Attendance at this REGULAR Meeting: Anita Anderson, Wesley O'Brien, Carole Franceschet, Alicia Clapp, Bryan Bogen, Jennifer Caldwell, Randi Petersen, Goldie Adele, Kristine Carling, Business Manager, Melinda McKenna, Director of Curriculum and Instruction, and Robert D. Cronin, Ph.D., Superintendent of Schools

Matthew Kerzner was absent.

Mrs. Anders made the following motion:

Moved: to add the following agenda items to this agenda:

Approved

- Approval of a new graduation date
- Approval of forming an Advisory Committee

MOVED: Bryan Bogen
SECOND: Wesley O'Brien
AYE: 8
NAY: 0
ABSTAIN: 0

1. Consent Agenda

- a. Approval of the Minutes of February 28, 2013
- b. Approval of Ridge Road Elementary School, Grade 5 field trip to Old Sturbridge Village, Sturbridge, MA on June 13, 2013

Moved: to approve all items in the Consent Agenda

Approved

MOVED: Jennie Caldwell
SECOND: Bryan Bogen
AYE: 8
NAY: 0
ABSTAIN: 0

Items Removed from Consent Agenda:

2. Chairman's Report

Mrs. Anderson reported the following:

- 2013-2014 Budget
- Tuesday's public hearing update
- Attended/Judged Mr. North Haven, April 5, 2013. Mrs. Anderson congratulated all of the contestants. She also congratulated Ms. Bader, Mr. Moore, and Mrs. Brownell
- Attended NHMS play – Oliver Mrs. Anderson stated that she enjoyed the play and congratulated all of the students
- Mrs. Clapp wanted to state a few words regarding Stan Mendygral, who passed away this week. Mrs. Clapp stated that Mr. Mendygral was an outstanding man. Mr. Mendygral began his career as a teacher, went on to become a principal in Hamden and East Haven. Mrs. Clapp stated he was an extraordinary man who will be truly missed. Dr. O'Brien also knew Mr. Mendygral and agreed with everything Mrs. Clapp stated

- Mrs. Petersen attended a workshop at CABE regarding Common Core Practices and shared the information she received with all.

3. Budgets:

a. 2012-2013 Budget

- Mrs. Carling congratulated our elementary school principals and Food Service Director, Jill Donnelly for being awarded a bronze award for a healthier U.S. School Challenge. We will be receiving this award, essentially for improvements in the quality of food through providing nutritional and physical education for healthy lifestyle.
- Mrs. Carling would like to thank Mr. Mike Alba, owner of the Mobil Gas Station at 276 Washington Avenue for his \$500 donation to North Haven High School for instructional supplies.
- Current year budget – overall the year is progressing well and is being closely monitored, Mrs. Carling stated that there is an anticipated savings in insurance benefits and utilities due to lower than negotiated rates. Mrs. Carling stated that those savings are approximately \$450,000 which currently allows the Board of Education to take that money and put it a capitol fund for the next fiscal year. Mrs. Carling stated, after discussing this matter with the Board of Education, this money will be spent on technology. Mrs. Carling stated that this money has to be spend under this current year's budget and cannot go into next year's budget.

Moved: to approve the 2012-2013 Budget and place them on file

Approved

MOVED: Bryan Bogen
SECOND: Alicia Clapp
AYE: 8
NAY: 0
ABSTAIN: 0

4. Report of Standing Committees

a. Finance and Operations

1. Update 2013-2014 Vocational Transportation - The Board of Education agreed to bring this update back at the May Board meeting after doing more research
2. Ratify Custodian's Contract- July 1, 2012-June 30, 2015

Moved: to ratify the Custodian's Contract –July 1, 2012-June 30, 2015

Approved

MOVED: Bryan Bogen
SECOND: Carole Franceschet
AYE: 8
NAY: 0
ABSTAIN: 0

Finance and Operations met this evening and discussed the following:

- School lunch award
 - North Haven and Chartwells has received the Healthy U.S. School Challenge Award
- Receipt of \$500 from Mobile
 - Mr. Mike Alba from Mobil Gas Station has donated \$500.00 to North Haven High School for instructional supplies
- Technical school transportation
 - North Haven currently has students going, and being transported to the following schools:
 1. Vinal (19)
 2. Platt (6)
 3. Wilcox (2)
 4. Eli Whitney (1)

Mrs. Carling reported that the States requires district to offer 1 or 2 schools transportation. Mrs. Carling stated that there would be an approximate savings of \$49,000 in transportation by reducing the transportation from four schools to two schools.

- Budget 2014 and Retirement incentive
 - 1.2 mil rate increase
 - 2.7% increase in the Board of Education Budget
 - Savings of \$630,000 with the retirement incentive
- Fiscal 2013 Budget report and transfers
 - Transfers:
 1. Retirement incentive
 2. OT/PT Services
 3. Aides (funding)
 4. Reallocation – insurance/telephone costs

Mrs. Carling reported that the she has received notification from the State that North Haven will be receiving some grant money. She also stated that the insurance rates were settled with savings of approximately \$450,000, which will be put in a capitol account to be used for technology.

b. Personnel

1. Approval of the Spring Coaches (attached)

Moved: to approve the Spring Coaches

Approved

MOVED: Bryan Bogen
SECOND: Carole Franceschet
AYE: 7
NAY: 0
ABSTAIN: 1

Mrs. Caldwell abstained

Mrs. Anderson asked that in the future this list of coaches be presented to the Board in advance. She stated that she would like the Spring Coaches presented at the February Board of Education Meeting. Mrs. Anderson stated that the Board of Education will be having a Workshop regarding "Athletics" sometime in early May to get a better handle on how the Athletic Department works.

c. Curriculum, Instruction and Planning

1. Approval of the 2013-2014 School Calendar

Moved: to approve the 2013-2014 School Calendar with the following change:

- To specify that school will stay in session until June 30, 2014 before taking from the April vacation

Approved

MOVED: Alicia Clapp
SECOND: Bryan Bogen
AYE: 8
NAY: 0
ABSTAIN: 0

Mrs. Franceschet stated that the Curriculum, Instruction and Planning Committee met on April 1st for a combined March/April 2013 and reported the following:

- **Department Presentations**

1. Ann Cappetta, K-12 Art Coordinator, shared the departmental initiatives accomplished during Art Department meetings and Professional Development workshops. For example, rubrics have been designed to review student work. Benchmark units have been developed and continue to be developed, driven by the National Coalition for Core Art Standards. A brochure describing the Art Department K-12 Visual Art Program will be handed out to parents at the Art Show.
 2. Brian Hutton, K-12 Music Coordinator, shared with the committee that Scope and Sequence work has been done and will continue. As with Art, Music too is being aligned with the National Standards. Our students are involved in regional and state festivals and have made impressive showings in both.
- A presentation was given by Jane Sanford, our K-12 Physical Education Coordinator, at the April Curriculum and Instruction meeting. She updated the committee regarding the accomplishments of the Physical Education Department in the areas of Curriculum, Instruction, and Professional Development. Throughout half-day Professional Development, teachers K-12, worked on Scope and Sequence, P.E. curriculum, and health lessons.

- **Field Trips**

We discussed and approved both Clintonville's and Ridge Road's upcoming fifth grade field trips to Old Sturbridge Village. Clintonville School is scheduled for May and Ridge Road will go in June.

- **Field Trip Committee**

Ms. McKenna shared the goals and objectives at the March C and I meeting. Administrators have been asked to provide teacher and parent representatives. The Field Trip Committee will be led by Dr. Cronin and also include the members of Curriculum and Instruction Committee. Meetings will be scheduled to begin after the April vacation. At that time a timeline moving forward will be established.

- **New Clubs**

A Local Chapter of Amnesty International, an organization dedicated to human rights, and a Physics/Engineering Club, both at the high school, have been proposed and approved.

- **SEED update**

Ms. McKenna has updated C and I on the System for Educator Evaluation and Development known as SEED. At this point there are still changes being made by the state. Ms. McKenna will continue to keep us informed as our district, along with other districts in the state, decide upon the selection of a state or district-designed model.

- **Next Meeting for C & I**

The Curriculum and Instruction Committee will meet Monday, May 6, at 9:30 a.m. here at Central Office.

Policy Committee

Mrs. Caldwell informed the Board of Education that her plan is to have 1-2 parents from each school, students, and staff from each school, as well as members of the community on this Advisory Committee. The purpose of this committee, for example, would be to get their input from them when re-writing our policies on homework, etc. Mrs. Caldwell stated that once the policy process has been complete, the advisory committee would be dissolved.

1. Approval to form an Advisory Committee made up of citizens, staff and students.

Moved: to approve a new Advisory Committee to be formed

Approved

MOVED: Carole Franceschet
SECOND: Bryan Bogen
AYE: 8
NAY: 0
ABSTAIN: 0

Mrs. Caldwell reported the following items were discussed:

- Discussed and revised additional bylaws suggested by committee members
- CAFE sent first set of policies which were the Mission-Goals-Objectives. Nick Caruso from CAFE will facilitate a full Board workshop on May 20, 2013 to establish board mission, goals and vision.
- Disussed forming an Advisory Committee to get information from stakeholders regarding opinions of the groups in regards to revision of specific policy and would like to include 1-2 parents in each school, student members from the high school and middle school, as well as staff from the high school and middle school. The Policy Committee would also like to include other community statkeholders.
- Policy committee received next series 1000 Community relations Series for their review
- The next Policy Committee meeting will be Monday, April 22, 2013. Mrs. Caldwell stated that Mr. Mastaro from CAFE will be coming in and working with the policy committee, giving a review of the process and answering any question the committee may have.

7. ACES

- Mrs. Clapp reported that Thomas Edison School, which is a school managed by ACES will be designated tomorrow by Channel 3 as a "Cool School".
- Mrs. Clapp reported that ACES recently had a gala for their 10th Anniversary. They had a silent auction with musicians. Mrs. Clapp reported that there was a \$40,000 profit from the gala.
- Mrs. Clapp stated that ACES has created an external think tank, which is a group of superintendents discussing what they can do in common for teacher evaluation, common core, etc. This group meets quarterly.
- ACES has gone through the federal grant review for Thomas Edison and Wintergreen Schools
- Interviewing for a new Director at ECA and for curriculum
- Negotiating with administration
- Report as to the Governors' Budget

6. North Haven PTA Council

Mrs. Caldwell reported:

- PTSA Road Race
- North Haven Education Foundation fundraiser (luminaries)
- Discussion of the possibility of creating a website for the PTSA
- Updated everyone regarding the meeting with Dr. Cronin and Mr. Freda regarding school security

Old News:

1. Adopt-A-School

7. Enrollment

8. Superintendent's Report

- Discussion regarding the last day of school, which is June 28, 2013. Dr. Cronin wanted to get some feedback from the Board of Education regarding having shortened days the week of June 24-28, 2013. There was some discussion regarding making the last two weeks shortened days, as well. There was more discussion and the Board of Education agreed to re-visit this matter at the May 9, 2013 Board of Education Meeting after looking at all of their options.
- Graduation date – the last day of school is Friday, June 28, 2013. Dr. Cronin is asking that the Board approve moving graduation to Thursday, June 27, 2013. He stated some of the reasons for this is that our Senior Night at Lake Quassapaug is much safer if that is done on Thursday night, rather than on a Friday night. On Thursday the park will be closed to the public and it will be much safer for all.

Mrs. Anderson made the following motion:

1. Approval to move graduation date to Thursday, June 27, 2013

Approved

MOVED: Alicia Clapp
SECOND: Carole Franceschet
AYE: 8
NAY: 0
ABSTAIN: 0

- Dr. Cronin passed out a document in “**DRAFT**” form to the Board of Education regarding staffing for next year. Dr. Cronin stated that once the Board has had a conversation this evening, he will share this with teachers in the morning so that there is a shared understanding of what the decisions are. Dr. Cronin reported that there were 16 certified staff members and 4 non-certified staff take advantage of the retirement incentive that was offered. Dr. Cronin stated that with the budget being recommended at 2.7 percent increase and given the insurance he is recommending the following:

<u>Position</u>	<u>Recommendation for 2013-2014</u>
High School Guidance Counselor	Replace
Elementary Librarian/Media Specialist	Replace
Special Education Pre-School Teacher	Replace
Special Education Teacher – Ridge Road	Replace
Special Education Teacher – High School	Replace
Special Education Teacher – High School	Replace
Speech/Language Pathologist	Replace
Transitional First Grade – Ridge Road	Replace – May be assigned to another grade
Program Coordinator/Business Education Teacher	Replace
High School Math Teacher	Replace
High School Science Teacher	Replace

<u>Position</u>	<u>Recommendation for 2013-2014</u>	<u>Reason</u>
High School Family and Consumer Teacher	Do Not Replace	Program should be reevaluated before replacing staff
Music Teacher	Do Not Replace	Realign responsibilities among existing staff
High School World Language Teacher	Do Not Replace	Realign responsibilities among existing staff – declining student enrollment
Program Coordinator/Art Teacher	Do Not Replace	Realign responsibilities among existing staff – declining student enrollment
Director of Adult Education/PowerSchool Coordinator	Do Not Replace	Expand responsibilities of an existing administrator(s)
3 Paraprofessionals	Replace with 1.5 Paraprofessionals	Recommendation based on decrease in hours on students' IEPs
Clerical	Do Not Replace	Realign responsibilities among existing staff
	Other Suggested Reductions	
Grade 5 Teacher (Clintonville)	Do Not Replace	Declining student enrollment – Teacher has one year contract
Grade 5 Teacher (Montowese)	Do Not Replace	Declining student enrollment – Teacher has one year contract
Transportation Coordinator	Do Not Replace	Responsibilities assumed by the Bus Company and district Business Office
Unit Leaders Stipends (Elementary Level)	Do Not Replace	Responsibilities reassigned
Spanish Teacher (Middle School)	Do Not Replace	Declining student enrollment/Program changes
Italian Teacher (Middle School)	Do Not Replace	Declining student enrollment/Program changes
Reading Teacher (Middle School)	Do Not Replace	Declining student enrollment

The Board had further discussion regarding these changes and opened it up to the public for comments.

9. Public Comments

The following citizens made public comments opposing the 2013-2014 proposed budget adjustments:

- Tom Marak, NHHS teacher, and President of the Teachers Union
- Mary Quinn-Devine – NHMS teacher
- Dorothy Logan – Ridge Road teacher
- Krista Kaplan – NHMS teacher
- Sean Layden – NHMS teacher
- Karen Baptie – NHHS Teacher and W.L. Program Coordinator
- Carol Ardito – NHHS teacher and Vice President of the Teachers Union
- Scott Bonito – NHHS W.L. teacher

There were additional comments made by:

- Al Warren, Charles Court, commented regarding cafeteria issues
- Joan Falcigno, Psychologist at Green Acres Elementary School, regarding mental health issues.

10. Executive Session: student discipline matters

Moved: to go into executive session (9:45 p.m.) to discuss student discipline matters

Approved

MOVED: Wesley O'Brien
SECOND: Carole Franceschet
AYE: 8
NAY: 0
ABSTAIN: 0

Moved: to return to public session (10:20 p.m.)

Approved

MOVED: Bryan Bogen
SECOND: Carole Franceschet
AYE: 8
NAY: 0
ABSTAIN: 0

11. Adjournment

Moved: to adjourn at 10:20 p.m.

Approved

MOVED: Randi Peterson
SECOND: Carole Franceschet
AYE: 8
NAY: 0
ABSTAIN: 0

Respectfully submitted,

Anita Anderson

Anita Anderson,
Chairman